

**CODE ENFORCEMENT OFFICE**

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To: Burlington Board of Health
From: Bill Ward/Town Health Officer
Date: April 9, 2019
Subject: Town Health Officer reappointment

Requested Board Action:

Vote to support the appointment of Director William Ward as Town Health Officer.

Background of Town Health Officer process

Vermont Town Health Officers and Deputy Health Officers are appointed by the Vermont Commissioner of Health for a 3-year term. The appointment process for a Town Health officer requires the signature of approval from the Chair of the Town Select Board or City Council President in Burlington's case. The appointment process of Deputy Health officers requires the signature of approval from the Chair of the Local Board of Health. Burlington is currently served by the Code Enforcement staff that is appointed to the following positions:

- William Ward – Town Health Officer
- *Patricia Wehman- Deputy Health Officer
- *Timothy Ahonen- Deputy Health Officer
- *Sybil Thomas – Deputy Health Officer
- *Ted Miles – Deputy Health Officer
- *Ita Meno – Deputy Health Officer
- * Matthew Perry – Deputy Health Officer
- * Kim Ianelli – Deputy Health Officer
- * Steve Cormier – Deputy Health Officer

Relevant Vermont statute*Title 18 Chapter 11 Section 601 - Local health officials*

(a) The commissioner shall appoint, upon recommendation of the selectmen, a local health officer for each town or city and the commissioner shall give such officer a certificate of appointment. The commissioner may appoint one or more deputy local health officers for a town or city upon written request of the local board of health. In case the selectmen neglect or refuse to recommend to the commissioner a local health officer, the commissioner after thirty days' notice in writing to the selectmen shall appoint a local health officer.

William Ward

I have served as Burlington's Town Health Officer for three terms or a total of 9 years. My primary goal in this role has been to maintain safe and healthy rental housing conditions in Burlington. I am one of 7 trained housing inspectors in the department. During my time as the Director/Health Officer we have implemented numerous strategies to improve efficiency in our processes and inspected every rental unit in the city. Highlights of the progress made during my term includes implementation of a 1-5-year certification system for housing units based on compliance level, inspectors have been issued tablets for inspection data to be entered in real time, our joint noise reduction strategies resulted in a greater than 50 percent reduction repeat call volume and we initiated a web based complaint reporting system in 2012 called SeeClickFix that collected over 4,000 requests for service in the last year.